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Institute of Management  
Labor Relations

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RUTGERS UNIVERSITY

AGREEMENT BETWEEN

THE COUNTY OF HUNTERDON

Hunterdon County Board of Chosen Freeholders  
and

COMMUNICATIONS WORKERS OF AMERICA

AFL-CIO - LOCAL 1035

X 1982 - 1983

X January 1, 1982 December 31, 1982



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## ARTICLE 1

### SCOPE OF AGREEMENT AND BARGAINING UNIT

The Employer acknowledges that it has ascertained that C.W.A. Local 1035, hereinafter referred to as the Union, represents a majority of the employees set forth in the bargaining unit, and is, therefore, legally entitled to recognition by the Employer as the sole and exclusive bargaining representative of the employees in the bargaining unit.

The Employer recognizes that this Agreement constitutes an obligation of the Employer, and that the terms and provisions of this Agreement shall embrace all present and future permanent, provisional and temporary positions, full-time and part-time, in all Departments of the County of Hunterdon, and all other positions wherein authorization has been given to the Union to act on behalf of employees in such positions.

The appropriate bargaining unit shall consist of all employees of the County of Hunterdon, including Supervisors, (as recognized past practice of the Union), in any position, whether such employees are of provisional, permanent, or temporary or CETA status; excepting employees of the Board of Elections, Board of Parks and Recreation Commissioners, Probation Officers-Probation Department, Jail employees, Sheriff's Officers-Law Enforcement, Sanitary Inspectors-Health Department, County Detectives-Prosecutor's Office, Department Heads, any appointed or elected officials, Assistant County Engineer, Assistant County Road Supervisor(s), or any employee the Parties agree is in a confidential position whose work is involved solely in the labor relations process.

Unless otherwise indicated, the terms employee or employees, when used in this Agreement, refer to all persons represented by the Union in the above defined negotiation unit.

The Parties recognize that a Clarification of Unit proceeding is presently pending before the Public Employment Relations Commission affecting certain supervisory position titles. The Parties agree that this Article shall be modified pursuant to the resolution of this matter by the Parties or by the Public Employment Relations Commission, or in the event of an appeal therefrom, by the Courts of this State.

## ARTICLE 2

### PAYROLL DEDUCTIONS

#### A. DUES CHECKOFF:

The Employer will deduct current uniform dues of employees who are members of the Union beginning with the next pay period following receipt of a duly executed form acceptable to the Employer. Such authorization may only be revoked upon thirty (30) days notice prior to January 1 or July 1. Monthly, the Employer will forward a list of all employees hired or terminated during the preceding month.

It shall be the sole obligation of the Employer to remit sums deducted to the Sec/Treasurer of the Union by the fifteenth (15) of the month following the month in which it deducts them, with a list of those employees for whom the deductions have been made. Dues shall be sent to Washington D.C. to the C.W.A. Sec/Treasurer.

The Union shall hold the Employer harmless against all claims, demands, or other forms of liability that may arise out of the Employer deducting sums as Union dues pursuant to this Article.

#### B. AUTOMOBILE INSURANCE COVERAGE:

In the event the Union arranges for auto insurance coverage, the County agrees to provide payroll deductions for automobile insurance coverage for members of an appropriate group who so authorize such deductions. The Union shall hold the Employer harmless against all claims, demands or other forms of liability that may arise out of the Employer deducting sums pursuant to this Article.

The Employer also reserves the right to require a Hold Harmless Agreement from the carrier providing such group automobile insurance coverage. The contract between the insurance carrier and the County shall contain provisions reasonably acceptable to both the County and the Union.

#### C. C.W.A. SAVINGS AND TRUST FUND:

Effective July 1, 1982, the County shall implement a payroll deduction program for the C.W.A. Savings and Trust Fund. Implementation shall be as provided by law in the case of dues deduction and as specified in a separate agreement between the County and the Union. The Union shall hold the County harmless as in the case of dues deduction discussed above.

### ARTICLE 3

#### MANAGEMENT

It is mutually understood and agreed that the Employer has the prerogatives of management in the direction of the employees including, but not limited to, the rights of hiring, suspending, discharging in accordance with Civil Service Rules, promoting, transferring, scheduling to determine the standards of services to be offered by its agencies, take necessary actions in emergencies, determine the standards of selection for employment, maintain the efficiency of its operations, technology of performing its work, determine the methods, means, and personnel by which its operations are to be conducted, determine the content of job classifications, subject to Civil Service Regulations, and any other applicable law or provision of this Agreement.

It is understood that in the discharge of these rights, every employee shall be treated within the accepted standards of common decency, courtesy, and respect.

## ARTICLE 4

### UNION REPRESENTATIVES

The Union shall designate such members of the Union as it deems reasonably necessary as Union Representatives, who shall not be discriminated against due to their legitimate Union activity. A list of Union designated representatives shall be provided the Employer.

Any authorized representatives of the Communications Workers of America, so designated, shall have the right to enter upon the premises of the Employer during working hours for the purpose of conducting normal duties relative to the enforcement and policing of this Agreement

The Department Head of the area to be visited shall be notified prior to such visit. Such visits shall not interfere with proper service to the Public.



## ARTICLE 5

### RIGHTS AND PRIVILEGES OF THE UNION

The Board of Chosen Freeholders agrees to make available to the Union all public information concerning the financial resources of the County, together with information which may be necessary for the Union to process any grievance or complaint.

The Union representatives shall be permitted to participate, during normal working hours, in negotiations, grievance proceedings, conferences, or meetings with the Employer with no loss in pay. This shall apply to any employee in connection with his or her grievance.

Representatives of Local 1035 C.W.A., or its affiliate so designated, shall be permitted to transact official Union business on the premises at all reasonable times, provided that this shall not interfere with or interrupt normal operations of the service. In addition, representatives authorized by the local union shall be entitled to attend C.W.A. conferences. No more than twelve (12) days per year (aggregate total of individual days off) shall be allowed under this provision. Unused days shall not be accumulative and any unused days shall be cancelled at the end of the calendar year. Effective January 1, 1983 the total number of conference days shall be increased to fifteen (15) days per year.

The Union may use facilities and equipment when not otherwise in use.

The Union may use bulletin boards and mailboxes.

Should the representative of the Union, or the Union itself, cause any malicious damage to any facility or equipment owned by the County, the Union hereby agrees to either repair such facility or equipment at its own cost, or to reimburse the County for the reasonable cost to repair said facility or equipment.

#### EMPLOYEE REPRESENTATIVES WHO ARE TO BE PRESENT AT NEGOTIATIONS:

1. No more than five (5) employees and an attorney shall appear and negotiate for Local 1035. One (1) of the five (5) employees, however, should be an employee who attends negotiations when matters under discussion involve a subject area with which said employee has special knowledge, or when the issue involves a department or group of employees with whom the designated employee is associated. One employee of the Communications Department chosen by employees of that Department to represent them in negotiations shall receive straight time pay for each hour spent in negotiations when he is not on duty and when those negotiations principally concern the Communications Department and take place during the hours of 8:30 a.m. through 4:30 p.m.

ARTICLE 5 (con't)

Monday through Friday. A Communications Operator may attend negotiations provided he gives 48 hours notice to his Department Head or his designee.

2. For obvious reasons, there shall be no limit as to the composition of an employee negotiating committee, if the negotiating sessions are conducted after working hours.

3. After the instant agreement is executed, and until such time as a successor contract is consumated, the number of employees who negotiate during working hours should consist of no more than one (1) employee representative from a department, except that the President of the employee Union may participate in negotiations together with another employee from his department.

## ARTICLE 6

### ADHERENCE TO CIVIL SERVICE RULES

The Employer and the Union understand and agree that all Rules promulgated by the New Jersey Department of Civil Service shall be binding upon both Parties.

## ARTICLE 7

### RULES OF THE EMPLOYER

All rules and regulations promulgated by the Employer for the proper and efficient operation of the Public Service shall be duly and conspicuously placed.

## ARTICLE 8

### HOURS OF WORK

It is understood by the Parties that the hours of work in existence at the time of this Agreement for all departments shall remain in full force and effect until mutually changed. Either party reserves the right to request a change in working hours. This request will be subject to negotiations.

Those employees obligated to work in the field, or on the road traveling, shall compute their hours of work on a portal-to-portal basis.

#### COUNTY EMPLOYEES WORKING 35 HOURS

Work Week: Monday through Friday  
8:30 a.m. - 4:30 p.m. 1 Hour Lunch

#### LIBRARY

Work Week A: (Employees hired prior to 2/26/72)

Monday through Friday

Shift 1A:	8:30 a.m. - 4:30 p.m.	1 Hour Lunch
Shift 1B:	9:00 a.m. - 5:00 p.m.	1 Hour Lunch
Shift 2:	1:30 p.m. - 9:00 p.m.	1/2 Hour Lunch

Work Week B: (Employees hired on or after 2/26/72, or earlier if voluntary)

Tuesday through Saturday

Saturday hours are 9:00 a.m.-- 5:00 p.m.

Same Hours & Shifts as above.

Employees hired after February 26, 1972 may work Tuesday through Saturday and shall be given preference for assignment to an appropriate position on the Monday through Friday work week based upon seniority. For the purposes of this Article, Seniority is defined as length of continued service with the County from date of hire.

The Library shall be open in the summer on Saturdays during the same hours that it is open at other times of the year. The Employer shall, if requested, allow a maximum of one (1) professional Library employee and two (2) non-professional Library employees to have scheduled days off on a Saturday, such as vacation days, or personal days. These Saturday scheduled days off shall not be affected by sick leave or other similar leaves.

ARTICLE 8 (con't)

COUNTY EMPLOYEES WORKING 40 HOURS

ROADS & BRIDGES

Work Week: Monday through Friday  
7:30 a.m. - 4:00 p.m. 1/2 Hour Lunch

BUILDING MAINTENANCE WORKERS

Work Week: Monday through Friday  
Shift 1: 6:30 a.m. - 3:00 p.m. 1/2 Hour Lunch  
Shift 2: 3:30 p.m. - 12:00 a.m. 1/2 Hour Lunch

Maintenance Repairers and Heating and Air Conditioning Mechanic shall work Monday through Friday starting at 8:00 a.m., and working until 4:30 p.m. with one-half (1/2) hour for lunch.

COMMUNICATIONS

HOURS OF WORK AND SCHEDULING:

Communications Operators and Senior Communications Operators shall work a Schedule of six (6) days within a nine (9) day period. There shall be no extra compensation provided to employees for working the sixth (6) day during a nine (9) day period. In the event an employee is required to work, and does work, more than eight (8) hours and fifteen (15) minutes in any work day, or more than six (6) days in a nine (9) day period, he shall receive overtime pay for each hour worked at the rate of time and one-half (1 1/2) his straight time hourly rate of pay. Communication Operators shall work on a shift basis as indicated below.

First Shift:	2245 Hours - 0700 Hours
Second Shift:	0645 Hours - 1500 Hours
Third Shift:	1445 Hours - 2300 Hours

Senior Communications Operators may be assigned to any of the following shifts:

0745 Hours - 1600 Hours
1545 Hours - 2400 Hours
2345 Hours - 0800 Hours

The question of holiday pay will be handled as follows:

The 2245 - 0700 Hour shift will be paid the eight (8) hours holiday pay for any holiday worked in which the operator has worked seven (7) hours on the holiday date. The 2245 - 0700 Hour shift in which the operator works only one (1) hour on the holiday date will not be considered as holiday pay.

## ARTICLE 8 (con't)

It is understood and agreed that employees may switch hours or shifts provided no employee works in excess of twelve (12) consecutive hours as a result of the aforementioned switch. It is the intent of the Parties that the exchange of hours or shifts between two (2) employees will be on a voluntary basis, and will incur no additional cost to the County. Hours or shifts exchanged shall strictly be a matter between the two (2) employees provided, however, a notice of the exchange and substitution of employees be given to the Department Head, or his designee, no less than twenty-four (24) hours in advance. In the event no such notice is given, the employee who has been assigned the hours or shifts will be required to work. When the twenty-four (24) hour notice is given, the employee accepting the change shall be required to work.

Lunch and coffee breaks are only to be taken, (on premises), when work load permits during a shift. A Communications Operator shall be allowed to leave the board for breaks when a Senior Communications Operator covers. Unused break time shall not be credited or accumulated in any way by the employee.

The hours of work for the Supervising Communications Operator shall be five (5) eight (8) hour week days. Start and quit times to be designated by the Department Head. Overtime and Holiday compensation shall be paid as provided in Article 11 of the Agreement.

In the event of an emergency, scheduled event, or illness requiring the assignment of additional personnel for certain hours, the following pertinent procedures shall be followed:

### 1. EMERGENCIES:

An on-call, full-time employee shall be called in first.

### 2. ILLNESS:

On-call personnel shall be solicited first. Should they not wish to accept the overtime, then off duty full-time employees will be solicited. If none are available, part-time employees may be solicited. If none are available, it will then constitute an emergency, and on-call personnel will be assigned.

All solicitations and/or assignments to be done in the order of persons with the least amount of worked overtime being called or assigned first.

## ARTICLE 8 (con't)

If a Communications Operator assigned to work the 0645 - 1500 Hour shift calls in sick, one (1) of the 2245 - 0700 Hour shift Communications Operators will automatically hold over for the first four (4) hours, (0700 - 1100), of the 0645 - 1500 Hour shift. This may be done either by one (1) volunteering to hold over; or, in the case where neither one particularly wants to remain the one (1) with the least amount of overtime as of that date will be the one (1) responsible to remain. This includes part-time Communications Operator(s) unless doing so would interfere with their full time jobs on that day. In all instances a part-time Communications Operator(s) must be approved in advance by a supervisor as to having sufficient work experience to work with the other part-time Communications Operators on a shift(s). In the event that a full time Communications Operator and a part-time Communications Operator volunteer to remain then the full time operator shall remain on duty.

The second four (4) hours of that shift, (1100 - 1500), as well as all other times, will be covered by using the standard existing method after 0800 Hours.

On the remaining days of the same illness, a part-time employee may be called in.

### 3. SCHEDULED EVENTS:

A part-time employee may be called in.

### TELEPHONE OPERATORS

Telephone operators may leave their position during breaks when relieved.



## ARTICLE 9

### BREAKS

Each employee herein represented shall be entitled to one (1) fifteen (15) minute break for each half-day period of work, (morning and afternoon, and equivalent periods for shift work). Unused break time shall not be credited or accumulated in any way by the employee.

## ARTICLE 10

### WAGES

Wages shall be paid as hereinafter set forth, provided that part-time employees on a regularly scheduled basis shall be paid a salary according to the title pro rata.

#### A. ALL EMPLOYEES:

Salary 1982 - Effective January 1, 1982, the actual earnings less premium pay of each employee as reflected in the last payroll for calendar year 1981 shall be increased a total of 7%. Employees shall remain at the step in the contract guide they held on December 31, 1981 during 1982. No salary increments shall be paid to any employee during 1982.

Salary 1983 - Effective January 1, 1983 the actual earnings less premium pay of each employee as reflected in the last payroll for calendar year 1982 shall be increased a total of 7%. Employees shall remain at the step in the contract guide they held on December 31, 1981 during 1983. No salary increments shall be paid to any employee during 1983.

Employees hired in 1981 shall move to the new base for their position effective January 1, 1982. The new base shall be calculated as follows:

$$\text{Base} \times 1.07$$

Employees hired during 1982 shall be hired at the base rate for 1981 and shall remain there for the remainder of that year. Effective January 1, 1983, those employees shall have their actual earnings less premium increased by 7%. Any employees hired in 1982 after November 1, shall remain at the rate at which they were hired and receive no increases in 1983. Employees hired in 1983 shall be hired at the base rate for 1982 as defined above.

To derive actual earnings less premium for an employee who was absent on an approved unpaid leave, the salary he would have received for the period of absence from work on said leave shall be included in computing his actual earnings for calculating his salary increase.

#### B. COMMUNICATIONS OPERATORS:

As a material part of the Agreement of the Parties with regard to compensation for the positions of Communications Operator, Senior Communications Operator, and Supervising Communications Operator, it is agreed by the County and by the Union, on behalf of the employees covered under this

ARTICLE 10 (con't)

Agreement, that employees shall not have outside employment which would prevent them from reporting to work at the scheduled time. Outside employment will be permitted, however, which does not interfere with the obligations of employees as set forth in Article 11-A-2 of this Agreement.

C. PAY DAYS:

In calendar years 1982 and 1983 there shall be twenty-six (26) pay days and pay checks shall be issued every other Friday.

D. COURT ATTENDANTS:

Per diem Court Attendants hired during the term of this Agreement shall be paid as provided by N.J.S.A. 2A:11-47.

E. SCHEDULES: Inserted for purposes of finding appropriate pay classifications and comparing where salary or wage increases, as governed by Para. A above, place employees in regards to other employees in the same or another pay classification:

A-1	35 Hour Employees Job Titles and Ranges
A-2	35 Hour Employees 1982 Salaries
A-3	35 Hour Employees 1983 Salaries
B-1	Roads & Bridges Employees Job Titles and Ranges
B-2	Roads & Bridges Employees 1982 Salaries
B-3	Roads & Bridges Employees 1983 Salaries
C-1	Buildings & Maintenance Employees Job Titles and Ranges
C-2	Buildings & Maintenance Employees 1982 Salaries
C-3	Buildings & Maintenance Employees 1983 Salaries
D-1	Communications Operators Job Titles and Ranges
D-2	Communications Operators 1982 Salaries
D-3	Communications Operators 1983 Salaries

Employees shall be assigned to a range according to job title as indicated in the above schedules. Employees shall be paid only as provided by Paragraphs A or B above as applicable, and shall have promotional increases or reclassification salary adjustments determined pursuant to Article 22.

## ARTICLE 11

### OVERTIME

#### A. OVERTIME RATES:

1. OVERTIME RATES FOR ALL EMPLOYEES OTHER THAN ROADS & BRIDGES, AND COMMUNICATIONS OPERATORS - Any employee required to work beyond the regular workday, seven (7) or eight (8) hour workday, depending on the Department shall be paid overtime at the rate of time and one-half (1 1/2).

Employees required to work on the sixth (6) day of a workweek shall be paid at the rate of time and one-half (1 1/2) for hours worked within a regular workday, and double (2) time for any additional hours worked.

Employees required to work on the seventh (7) day of a workweek shall be paid at the rate of double (2) time for hours worked within a regular workday, and double time and one-half (2 1/2) for any additional hours worked.

Where an employee is authorized to work overtime and this assignment shall require the employee to work on either the sixth (6) or seventh (7) day of his workweek at his option, then the employee shall be paid at the rates specified above for the sixth (6) day even though he may choose to work on the seventh (7) day of his workweek.

Employees scheduled to work on a holiday shall be paid their regular days pay for the holiday, plus an additional rate of time and one-half (1 1/2) for all hours worked in a normally scheduled workday. Should an employee be required to work beyond a normal workday on a holiday, he shall be paid the regular rate for the day, plus an additional double (2) time for any hours in addition to the regularly scheduled workday.

#### 2. COMMUNICATIONS OPERATORS:

a. ON-CALL - Employees are required to be on-call for a four (4) hour period preceding the scheduled start of the shift, and for a four (4) hour period following the scheduled end of that shift. In the event an employee is called in to duty, he will receive overtime pay at the rate of one and one-half (1 1/2) times his straight time hourly rate of pay for each hour worked before and/or after his normal shift for that day, except as covered in Section B.

To facilitate an employee being on-call, the County shall provide, at its own cost, "Pagers" for each employee to have with him during on-call periods. An employee is required to respond to a page within fifteen (15) minutes. The employee may respond either in person or by telephone. After an employee is notified to report to work, he must do so within one (1) hour.

ARTICLE 11 (con't)

b. HOLIDAY PAY (CALENDAR DATE) - If an employee is authorized to work and does work on a holiday, he shall receive one and one-half (1 1/2) times his straight time hourly rate of pay for each hour worked on that holiday. This holiday premium rate shall be paid to the employee in addition to his regular pay for the holiday (which pay the employee received whether he works or not, since pay for the day is included in his annual salary). In the event a holiday falls on an employee's regularly scheduled day off and he is not required to work thereon, the employee shall receive an extra day's pay for this day at his straight time hourly rate. In the event the employee, though initially scheduled off on a day which is also a holiday, is subsequently required to work thereon, he shall receive, in addition to the one day's extra pay, time and one-half (1 1/2) his straight time hourly rate of pay for each hour worked on that day. If an employee who is scheduled to work on a holiday is unable to do so due to a bona fide illness, he shall be charged a sick day and receive only his regular pay for the day.

Should an employee be required to work beyond a scheduled shift on a holiday, he shall be paid the regular rate for the day plus an additional double time for any hours beyond his regularly scheduled shift.

3. ROADS AND BRIDGES DEPARTMENT - The overtime rates of all overtime worked shall be one and eight tenths (1.8) times the employees hourly wage. This shall apply to all employees of the Roads & Bridges Department covered by this Agreement, except clerical employees, who will be paid pursuant to paragraph A-1 above.

B. MINIMUM GUARANTEE:

In addition, any employee required to work overtime shall receive a minimum of two (2) hours pay at the appropriate rate if the time worked is less than two (2) hours, with the exception of an employee required to remain working and continue beyond his regularly scheduled shift. Such employee shall be paid at the overtime rate for the actual hours worked. In the event overtime worked is more than two (2) hours, compensation in such case shall be for the actual hours worked at the appropriate overtime rate.

C. METHOD OF COMPENSATION: (Except Communications Operators)

1. All employees shall be compensated for overtime worked:

a. In certain situations wherein overtime is required, but budgetary considerations make payment for overtime impossible, employees may be asked to accept overtime on a voluntary basis to be paid in compensatory time at the above rates.

ARTICLE 11 (con't)

b. Employees may elect to be paid in compensatory time at the above rates for overtime worked. Such compensation may be accrued up to a maximum of 35/40 hours (one work week), which may be carried on the books at all times. All hours in excess of the above must be used within thirty (30) calendar days.

2. The 35/40 hours accrued for use at a later date may be taken in block form or on a day-to-day basis, and shall be scheduled in advance in the same manner as Vacation. If work loads do not permit the use of compensatory time when requested, the employee may elect to accept payment or to continue to carry the time on the books.

3. Should an employees service terminate, unused earned compensatory time shall be reimbursed to the employee in the final pay.

D. PAYMENT OF OVERTIME:

Overtime payment shall be made to an employee by the 15th of the month following the month in which the overtime was earned.

E. EQUALIZATION:

1. It is the intention of the Parties that overtime be distributed among the employees of a Department, or work group within a Department, on an equal basis.

2. Roads and Bridges Department Formula (Snow Removal):

GROUP A - Road Crews maintain roads in their district, have responsibility for this, and are first called. Overtime to be equalized among crew(s). Employees of one district may enter into another district to attend to a trouble spot for up to onehalf (1/2) hours work not counting travel time to and from the trouble spot. The total time outside of the district is not to exceed one (1) hour. In the event the police retain the outside crew for longer than the one (1) hour, the above does not apply. If additional trouble spots develop, as identified by emergency service personnel, and providing the regular district crew is then called, the outside crew, for liability purposes, may remain until the district crew arrives.

GROUP B - Equipment Operators run loaders, graders, special heavy duty plow. Overtime to be equalized among operators for these jobs.

## ARTICLE 11 (con't)

GROUP C - Extras to be used as back-up for Road Crews. Possibly may be divided into two (2) sub-groups, (one (1) used as drivers, one (1) used as laborers, etc.). Overtime to be equalized among all men in this Group. Any man from this Group may be used to form sub-districts as agreed upon.

The Employer will assign two (2) men to a truck for salting, cindering, and snow plowing.

Contractors may be used when County vehicles and personnel are all being utilized in snow plowing operations, and there is a need for additional vehicles and personnel to remove snow from County Roads. Contractors may also be utilized, if needed, because a County-owned vehicle is disabled. The County will make every effort to have contractors utilize County Personnel. The Union will make every effort to provide personnel for snow clearance operations.

All employees will be paid for all overtime worked at 1.8x the employee's usual hourly rate, except when an employee shall be engaged in performing duties of a higher classification, he shall be paid at the rate of the job performed.

### F. COURT APPEARANCES:

If an employee is required to appear in Court on County business during his working hours, he shall be excused with pay. If an employee is required to appear at other than his normal working hours, he shall be compensated at this normal overtime rate plus mileage portal-to-portal.

## ARTICLE 12

### HOLIDAYS

The thirteen (13) legal holidays presently observed shall continue to be observed under this Agreement, (New Year's Day, Martin Luther King's Birthday, Lincoln's Birthday, Washington's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Veteran's Day, Thanksgiving Day, and Christmas Day). Effective 1981, Easter Sunday shall be an additional holiday for all Communication Operator titles.

The day after Thanksgiving shall be a paid day off for all employees. Employees who are required to work, by the Employer, on such paid day off, due to emergencies, or as dictated by past practice, shall receive compensatory time for their normal workday. Employees required to work beyond their normal workday shall be compensated at their normal overtime rate as provided in Article 11.

In addition to the aforesaid thirteen (13) legal holidays, also to be observed are any other legal holidays declared by the legally constituted authorities of the State or Nation.

Also, any day proclaimed by the Governor as a day off for State employees, or by the President as a day off for Federal employees may be observed by the County as determined by the Board of Chosen Freeholders in their sole discretion. In the event the Board of Chosen Freeholders grants such a day off, or grants in its own discretion a day off for County employees, then County employees will be paid therefor as if they had worked on said day. Employees who are required to work on said day, though it has been declared by the Freeholders as a day off, will receive compensatory time for their normal workday, and their normal overtime rate for all hours worked beyond their normal workday.

When a holiday, as above, falls on a Saturday, it shall be observed on the preceding Friday. When a holiday falls on a Sunday, it shall be observed on the following day, Monday. This paragraph does not apply to Communication Operator employees.

By mutual consent of the Parties, the date of observance of any of the above holidays may be moved to another day.

When holidays permit a three (3) day weekend, employees of those departments who are required to work on any of the three (3) days, shall be paid at the rate of holiday pay as set forth in Article 11, except Communications Operators. For Communications Operators, see Article 11-A-2-(b).



## ARTICLE 13

### VACATIONS

All employees shall be granted vacation leave based upon the following from date of hire:

<u>Years of Service</u>	<u>Annual Leave</u>
1st year	1 day/month to end of calendar year in which hired.
1 through 7 years	12 days per year
8 through 10 years	16 days per year
11 through 15 years	21 days per year
16 through 20 years	26 days per year
21 years and over	26 days per year, plus 1 additional day for each year over 20 years.

Employees shall submit requests for vacation time no later than May 15th of the year with first and second choices. Vacations shall be scheduled on the basis of seniority.

Vacation time may be used on a day basis. For purposes of scheduling annual vacations, requests shall state "(number) days to be used on a day basis," with no specific dates required. A separate request for the scheduling of each such day shall be made.

Each employee shall be given credit for each calendar year for all due vacation leave, and shall be entitled to use credited leave when requested. Should an employee's service terminate before the end of the year, earned vacation leave shall be calculated based on the number of months, (or major portion thereof), completed. Unused earned vacation leave shall be reimbursed to the employee in the final pay. Used unearned vacation leave shall be deducted from the final pay.

A vacation carryover of up to one-third (1/3) of a year's vacation credit is permitted upon written notice filed by December 1st. The carryover must be used in the succeeding year or such vacation is forfeited.

ARTICLE 13 (con't)

HOLIDAY, SICK OR BEREAVEMENT DURING VACATION:

If an employee is on vacation, and becomes ill during that time; not allowing him to continue his vacation, and can provide a doctors proof of such illness, or should a death in the family occur in accordance with the provisions of the bereavement leave paragraph contained in this contract; then that time may be changed to sick and/or bereavement leave, as applicable, and his vacation leave shall be reinstated. If a holiday occurs during a vacation, it shall not be counted as a day of vacation.

## ARTICLE 14

### LEAVES OF ABSENCE

#### A. SICK LEAVE:

Sick leave shall accumulate at the rate of one and one-fourth (1 1/4) days per month in the first year of service, commencing in the first month, or major portion thereof, from date of hire. It is assumed that the employee shall remain in the service of the County for the remainder of the calendar year, and the total number of sick days, pro-rata, shall be credited to the employee. If separation occurs before the end of the year, and more sick leave has been taken than appropriate on a pro-rata basis, the per diem rate of pay for the excess days shall be deducted from the final pay.

Sick leave shall accumulate year-to-year, with an additional fifteen (15) days credited to the employee at the beginning of each successive calendar year. If a holiday occurs during paid Sick Leave, it shall not be counted as paid Sick Leave. (excludes Communications Operators)

#### B. MATERNITY LEAVE:

An employee shall notify the Employer of her pregnancy as soon as it is medically confirmed. Said employee may request a maternity leave without pay, and said leave shall be granted. A maternity leave of absence shall be for the maximum period allowed by Civil Service Rules. The employee may elect to return to work at an earlier date, provided the employee shall be deemed medically fit to return to the duties and responsibilities of her position.

#### C. BEREAVEMENT LEAVE:

All employees shall receive five (5) consecutive working days leave in the event of the death of a spouse, child, step-child, ward, son-in-law, daughter-in-law, sister, sister-in-law, brother, brother-in-law, grandparent (of employee or employee's spouse), grandchild (of employee or employee's spouse), parent, step-parent, father-in-law, mother-in-law, and any other member of the immediate household. This leave is separate and distinct from any other leave time. In the event of multiple deaths, special consideration will be given to the employee by the Employer.

#### D. PERSONAL LEAVE

All employees herein shall receive four (4) days leave for personal business, non-accumulative, unless prevented by the Employer due to exigencies of the work from taking them, in which case they are to be carried over into the next calendar

ARTICLE 14 (con't)

year. Each employee shall be given credit for each calendar year for all due personal leave, and shall be entitled to use credited leave when requested. Should an employee's service begin after the first, or terminate before the end of the year, earned personal leave shall be calculated based on the number of quarters, (or major portion thereof), completed. Unused earned personal leave shall be reimbursed to the employee in the final pay. Used unearned personal leave shall be deducted from the final pay.

E. OTHER LEAVES:

All other proper and authorized leaves as provided in the Rules of the Department of Civil Service shall be recognized, and constitute a part of this Agreement.

## ARTICLE 15

### JURY DUTY

Should an employee be obligated to serve as a juror, he shall receive full pay from the County for all time spent on jury duty.

Remuneration received from the Court for such service will not be deducted from the wages received for the corresponding workdays.

## ARTICLE 19

### SAFETY

The Employer agrees to insure the safety and adequacy of all working areas and equipment provided for employee use. The Union reserves the right to call upon the Employer, or any appropriate State or Federal agency, to investigate any matter involving work area or equipment. Such requests will only be made where the Union feels that the employee is subject to a possible impairment of health and safety.

A joint Safety Committee shall be established consisting of three (3) employees, and one (1) alternate, designated by the Union; and three (3) members, and one (1) alternate, designated by the Employer. This Committee, consisting of three (3) members from each side, shall meet bi-monthly, with special meetings to be called by either Party when necessary. The function of the Safety Committee shall be to advise the Employer concerning safety and health matters, but not to handle grievances. In the discharge of this function, the Safety Committee shall consider existing practices and rules, and recommend adoption of new practices and rules to the Employer.

The Safety Committee shall be appointed within thirty (30) days of the signing of this Agreement.

## ARTICLE 20

### UNSCHEDULED CLOSING OF COUNTY DEPARTMENTS

Should an employee report for work, and subsequently should the County decide to close County Offices for whatever reason, such employee who reports to work shall be credited for the day's work. Should the County, for whatever reason, close County Offices before the start of a workday, or during the regularly scheduled workday, all employees will be credited with a day's work.

## ARTICLE 21

### JOB CLASSIFICATIONS AND VACANCIES

The Employer shall post in all departments, advance notice for ten (10) working days of any position to be filled.

Prior to posting such notice, the Employer shall submit to the Union the proposed Title and Salary for the position to be filled.

When the Employer establishes a new job, for which there is no rate of compensation provided in the Schedules attached, the Employer and the Union shall reach agreement on an appropriate rate of compensation for the Title, in relation to existing positions, prior to promulgation of the advance notice. The Employer agrees that no appointment shall be made to any such position prior to an agreement of the Parties on the above.



## ARTICLE 22

### PROMOTIONS AND TITLE CHANGES

#### A. REVIEW BOARD:

The Employer agrees to establish a Review Board to study requests for promotions and/or changes in title. The Board shall also review the status of provisional employees who have passed Civil Service examinations, and have not been granted permanent appointment due to the absence of a complete certified list for the position held.

The Board shall be comprised of no more than three (3) members appointed by the County, and no more than three (3) members appointed by the Union, in equal numbers, with a Chairman acceptable to both Parties.

The recommendations of this Board shall be advisory.

#### B. PROMOTIONS IN 1982 and 1983:

During 1982 and 1983, upon being promoted, an employee shall retain the same step on the salary schedule in the range to which he is promoted, if the new range is two (2) or less ranges higher. If the range to which he is promoted is more than two (2) ranges higher than his previous range, he shall lose one (1) step for every two (2) ranges his new range exceeds his old range beyond the initial two (2) ranges mentioned above.

A change in the range assigned to an employees position caused by a reclassification by the Civil Service Commission shall not be considered a promotion under the preceding paragraph.

#### C. RECLASSIFICATIONS IN 1982 and 1983:

In 1982 and 1983, when a range change is the result of a reclassification, the employee will be placed in the new range at the minimum; provided, however, if said minimum is less than ten percent (10%) above his previous annual salary, he will be placed at the next higher step that will result in a ten percent (10%) increase in annual compensation over his previous annual salary.

## ARTICLE 23

### TEMPORARY EMPLOYEES

Temporary employees are those hired during a period of emergency or to fill a temporary position, (position required for a period of not more than four (4) months, or for recurrent periods aggregating not more than four (4) months in any twelve (12) month period). Extension of such a position beyond these limitations will automatically change its status to permanent, and all benefits granted to Permanent and Provisional employees shall accrue to the employee, retroactive to date of hire.

These employees shall be paid at the rate of the title, and duties shall be scheduled within the regular workday. Overtime shall be provided in accordance with Article 11 of this Agreement.

The provisions of Article 21 shall apply to Temporary positions.

## ARTICLE 24

### DISCRIMINATION AND DISCIPLINE

No employee shall be discharged or discriminated against because of race, age, creed, sex, color, ethnic background, political affiliation, or Union activity.

If justification for such discharge cannot be agreed upon by the Employer and the Union the matter shall be arbitrated in accordance with the arbitration provisions of this Agreement, or the employee may pursue all legal remedies afforded by the provisions of the Civil Service Act.

In any case of disciplinary action, including discharge, the Employer will notify the Union of the action taken no later than the next workday.

## ARTICLE 25

### PERSONNEL FILES

Employees shall have the right to inspect, and review their own individual personnel files upon request to the County. The employer recognizes and agrees to permit this review and examination at any reasonable time. An employee shall have the right to define, explain, or object, in writing, to anything found in his personnel file. This writing shall become a part of the employee's personnel file.

For the purposes of this Agreement, a personnel file is defined as any and all recorded matter concerning the employee, maintained by the Personnel Department or the Appointing Authority.

Copies of all material presently in an employee's personnel file shall be provided to the employee, upon request, one (1) time only. Thereafter, copies of all materials added to the employee's file shall be provided to the employee at the time of insertion.

## ARTICLE 26

### ECONOMY LAYOFFS

Layoffs shall be accomplished according to the rules and regulations of the New Jersey Department of Civil Service.

An employee covered by this Agreement who is laid off pursuant to the provisions hereof, may file a grievance complaining of the layoff, in which case, the employee shall only take the grievance beyond Step 1 to the Civil Service Commission, in accordance with the Civil Service Procedures, notwithstanding the language of Paragraph (b) under Step 1 of Article 27, "Grievance Procedure," providing an option to employees to take grievances either to the Civil Service Commission or to arbitration.

## ARTICLE 27

### GRIEVANCE PROCEDURE

Any grievance or dispute which may arise between the Parties, including the application, meaning, or interpretation of this Agreement shall follow this procedure:

#### STEP 1:

(a) The Union Representative shall present the grievance, or dispute, in writing, to the employee's immediate Supervisor within ten (10) working days of its occurrence, or ten (10) working days after the employee becomes aware of the event. The immediate Supervisor shall adjust the matter and respond, in writing, within three (3) working days. Failure to present the grievance within the time provided shall constitute an abandonment of the grievance and bar its filing thereafter.

(b) If the matter remains unsettled after Step 1, the employee may pursue the matter, at his or her option, either in the remainder of this procedure, or take the matter before the Civil Service Commission, in accordance with the Civil Service procedures. In the event the employee elects to pursue Civil Service remedies, then the employee shall be forever precluded from advancing the grievance through the remainder of the grievance procedure.

#### STEP 2:

If the grievance, or dispute has not satisfactorily been settled in Step 1, the Union shall present it in writing to the Department Head, within five (5) working days after receiving the response from Step 1, or within five (5) working days after the response was due. The Department Head shall have five (5) working days to adjust the matter, and respond, in writing.

#### STEP 3:

If the grievance, or dispute, has not been satisfactorily adjusted in Step 2, the Union shall present it to the Board of Chosen Freeholders or their designated representative, within five (5) working days after receiving the response from Step 2, or within five (5) working days after the response was due. The Board shall settle the matter, and respond, in writing, within five (5) working days. If the Board intends to convene a hearing into the matter, the time for this step shall be extended to fifteen (15) calendar

## ARTICLE 27 (con't)

days, provided the Union has been notified in writing of this intent within five (5) working days after the matter has been presented to the Board. This notice shall specify the time, and date of the hearing.

### STEP 4:

If no settlement of the grievance, or dispute has been reached between the Parties in Step 3, either one (1) or both may move the grievance, or dispute to arbitration within thirty (30) calendar days of receiving the Board's response, or within thirty (30) calendar days of the time the response was due.

### ARBITRATION:

Any Party wishing to move a grievance to arbitration shall notify the Public Employment Relations Commission, and the other Party, that they are moving a grievance to arbitration, and request that a list of arbitrators be furnished to the Employer, and the Union. The arbitrator shall be chosen in accordance with procedures set forth by the Public Employment Relations Commission.

The arbitrator shall hear the matter on the evidence, and within the meaning of this Agreement, such rules and regulations as may be in effect by the Civil Service Commission of the State of New Jersey, which might be pertinent, and render his award in writing, which shall be final, and binding.

The cost of the arbitrator's fee shall be borne equally by the Parties.

### EXTENSIONS AND MODIFICATIONS:

Time extensions may be mutually agreed to by the County, and the Union, by a proper instrument in writing.

### GROUP OR POLICY GRIEVANCE:

A group or policy grievance, or dispute shall be presented, in writing, by the Union, at the lowest step at which a settlement may be obtained.

## ARTICLE 28

### COPIES OF MINUTES

Copies of the minutes of the Public Meetings including Executive Sessions of the Board of Chosen Freeholders and any other Boards or Commissions of the County which have employees covered under this Agreement shall be provided to the Union at no charge no later than five (5) days after said minutes have been made available to the Public.



ARTICLE 29

GENERAL PROVISIONS

SECTION 1:

This Agreement constitutes the complete and final understanding of the Parties during the term thereof.

SECTION 2:

All terms of masculine gender shall be construed to include the feminine gender, and all terms stated in the singular shall be construed to include the plural, unless a different intention is clearly understood from the context in which such terms are used.

ARTICLE 30

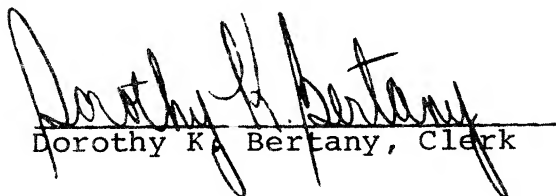
DURATION OF AGREEMENT

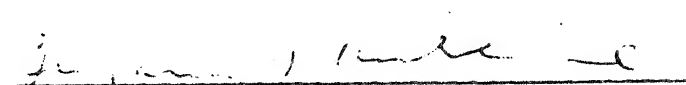
The terms and provisions of this Agreement shall be in force commencing January 1, 1982, and shall remain in effect and full force through December 31, 1983. The Parties agree to begin negotiating for a successor Agreement no later than September 15, 1983.

IN WITNESS WHEREOF, the Parties have hereto affixed their signatures on this 12 day of October, 1982.

ATTEST:


BOARD OF CHOSEN FREEHOLDERS  
HUNTERDON COUNTY


  
Dorothy K. Bertany, Clerk

  
Freeholder Director

ATTEST:

C.W.A. LOCAL 1035

  
Gloria A. Weiman, Secretary

  
Andrew J. Weiman, President

COMMUNICATIONS WORKERS OF AMERICA

  
Carol Gay, Representative

## Schedule A-1

35 hours

JOB TITLES AND RANGESRANGE 1

ADDRESSOGRAPH MACHINE OPERATOR	DOCKET CLERK (TYPING)
BOOKKEEPING MACHINE OPERATOR	DOCKET CLERK
CLERK	LIBRARY PAGE
CLERK-TYPIST	KEY PUNCH OPERATOR
DATA ENTRY MACHINE OPERATOR	MAIL CLERK
RECEPTIONIST	JR. LIBRARY CLERK

RANGE 2

TELEPHONE OPERATOR	OFFSET-MACHINE OPERATOR
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RANGE 3

ACCOUNT CLERK	SECRETARY-DIRECTOR FREEHOLDER
ACCOUNT CLERK (TYPING)	SR. CLERK
CLERK STENOGRAPHER	SR. CLERK TYPIST
CLERK TRANSCRIBER	SR. DOCKET CLERK (TYPING)
INDEX CLERK (TYPING)	SR. KEY PUNCH OPERATOR
JR. LIBRARY ASSISTANT	SR. MAIL CLERK
JR. LIBRARY ASSISTANT (TYPING)	SR. BOOKKEEPING MACHINE OPERATOR
TRAINEE-WEIGHTS & MEASURES	COURT CLERK

RANGE 4

MICROFILM OPERATOR	SR. OFFSET-MACHINE OPERATOR
MESSANGER	PROBATE ASSISTANT

RANGE 5

ADVERTISING & SALES CLERK	SR. ACCOUNT CLERK
CLERK BOOKKEEPER	SR. CLERK STENOGRAPHER
PRINCIPAL CLERK	SR. COURT CLERK
PRINCIPAL CLERK TYPIST	SR. ACCOUNT CLERK TRANSCRIBER
SGT. AT ARMS	SR. LIBRARY ASSISTANT
CLERK DRIVER-LIBRARY	SR. CLERK TRANSCRIBER
SR. LIBRARY ASSISTANT (TYPING)	SR. INDEX CLERK

RANGE 6

SR. MICROFILM OPERATOR
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RANGE 7

PLANNING DRAFTSMAN	PRINCIPAL INDEX CLERK
PRINCIPAL ACCOUNT CLERK	PROBATE CLERK
PRINCIPAL CLERK STENOGRAPHER	SR. CLERK BOOKKEEPER
SR. CLERK DRIVER-LIBRARY	PRINCIPAL LIBRARY ASSISTANT
COORDINATOR DENTAL HEALTH SVCS.	SUPERVISING CLERK
LEASEDHOUSING SPECIALIST	ADMINISTRATIVE CLERK
LIBRARY EXHIBIT ARTIST & PUBLIC	PRINCIPAL LIBRARY ASSISTANT (TYPING)
INFORMATION ASSISTANT (TYPING)	PRINCIPAL COURT CLERK
PRINCIPAL PERSONNEL CLERK (STENO.)	PURCHASING EXPEDITOR
	SUPERVISING CLERK TYPIST

Schedule A-1 (Continued)

RANGE 8

SHERIFF'S OFFICER

GUARD-PUBLIC PROPERTY

RANGE 9

LIBRARY INTERNE  
PRINCIPAL CLERK BOOKKEEPER  
SUPERVISING CLERK STENOGRAPHER  
ENGINEERING AIDE  
SUPERVISING INDEX CLERK  
ASST. SUPT.-WEIGHTS & MEASURES  
SR. PLANNING DRAFTSMAN

SR. PROBATE CLERK  
LIBRARY TRAINEE  
SUPERVISING LIBRARY ASSISTANT  
TAX CLERK  
INVESTIGATOR (PROBATION)  
ADMINISTRATIVE SECRETARY  
HOME LOAN ADVISOR  
HOUSING ASSISTANCE TECHNICIAN

RANGE 10

FIELD REPRESENTATIVE FOR HOUSING REHABILITATION

RANGE 11

SR. ENGINEERING AIDE  
DEPUTY SUPT.-WEIGHTS & MEASURES

CONSTRUCTION INSPECTOR

RANGE 12

SUPERVISOR OF SENIOR CITIZENS ACTIVITIES

RANGE 13

JR. LIBRARIAN  
COMMUNITY SERVICE PLANNER

ADMINISTRATIVE ANALYST  
PERSONNEL TECHNICIAN

RANGE 14

SR. DATA PROCESSING PROGRAMMER  
CRIMINAL JUSTICE PLANNER

ASSISTANT PLANNER

RANGE 15

PRINCIPAL ENGINEERING AIDE  
ASSISTANT ENGINEER  
SR. LIBRARIAN  
SR. LIBRARIAN-TECH. SVCS.

SUPERVISOR OF HOUSING REHABILITATION  
SR. COMMUNITY SERVICE PLANNER  
SR. PERSONNEL TECHNICIAN

RANGE 16

SR. PLANNER

RANGE 17

PRINCIPAL LIBRARIAN-TECH. SVCS.  
PRINCIPAL LIBRARIAN  
SENIOR ENGINEER

PRINCIPAL LIBRARIAN-REFERENCE  
PRINCIPAL PERSONNEL TECHNICIAN  
PRINCIPAL COMMUNITY SERVICE PLANNER

Schedule A-1 (Continued)

RANGE 18

PRINCIPAL PLANNER

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RANGE 19

SUPERVISING LIBRARIAN

SUPERVISING LIBRARIAN-REFERENCE

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RANGE 20

SUPERVISING PLANNER

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RANGE 21

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RANGE 22

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RANGE 23

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RANGE 24

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RANGE 25

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## SALARY SCALE

7% INCREASE OVER 1981 SALARY SCALE

RG.	BASE	INC <sup>+</sup>	1	2	3	4	5	6	7	8
1	8477	381 <sup>+</sup>	8857	9238	9619	10000	10381	10762	11143	11524
2	8900	401 <sup>+</sup>	9300	9701	10101	10501	10901	11301	11702	12102
3	9346	421 <sup>+</sup>	9767	10187	10608	11028	11449	11870	12290	12711
4	9799	441 <sup>+</sup>	10240	10681	11122	11562	12003	12444	12885	13326
5	10291	463 <sup>+</sup>	10755	11218	11681	12145	12608	13071	13534	13998
6	10806	486	11292	11777	12263	12749	13235	13721	14206	14692
7	11346	511 <sup>+</sup>	11857	12367	12877	13388	13898	14409	14919	15429
8	11913	536 <sup>+</sup>	12449	12986	13522	14058	14594	15130	15666	16202
9	12508	563 <sup>+</sup>	13071	13634	14197	14760	15322	15885	16448	17011
10	13134	591 <sup>+</sup>	13725	14316	14906	15497	16087	16678	17269	17859
11	13792	621 <sup>+</sup>	14413	15034	15654	16275	16895	17516	18137	18757
12	14479	652 <sup>+</sup>	15131	15783	16434	17086	17737	18389	19041	19692
13	15206	684 <sup>+</sup>	15890	16573	17257	17941	18624	19308	19992	20676
14	15967	719 <sup>+</sup>	16685	17402	18120	18838	19556	20274	20992	21710
15	16764	754 <sup>+</sup>	17518	18272	19027	19781	20535	21290	22044	22798
16	17599	792 <sup>+</sup>	18391	19183	19975	20767	21558	22350	23142	23934
17	18482	832 <sup>+</sup>	19314	20145	20976	21808	22639	23470	24302	25133
18	19407	873 <sup>+</sup>	20280	21153	22026	22899	23772	24645	25518	26392
19	20376	917 <sup>+</sup>	21293	22210	23127	24044	24961	25878	26795	27712
20	21395	963 <sup>+</sup>	22358	23321	24284	25247	26210	27173	28136	29099
21	22465	1011 <sup>+</sup>	23476	24487	25498	26509	27520	28532	29543	30554
22	23588	1061 <sup>+</sup>	24650	25711	26772	27884	28895	29957	31018	32080
23	24766	1114 <sup>+</sup>	25881	26996	28111	29226	30341	31456	32571	33686
24	26004	1170 <sup>+</sup>	27175	28345	29516	30687	31857	33028	34198	35369
25	27307	1229 <sup>+</sup>	28536	29764	30993	32221	33449	34678	35906	37134

## SALARY SCALE

## 7% INCREASE OVER 1982 SALARY SCALE

RG.	BASE	INC <sup>+</sup>	1	2	3	4	5	6	7	8
1	9070	408 <sup>+</sup>	9477	9885	10292	10700	11108	11515	11923	12331
2	9523	429 <sup>+</sup>	9951	10380	10808	11236	11664	12092	12521	12949
3	10000	450 <sup>+</sup>	10451	10900	11351	11800	12250	12701	13150	13601
4	10485	472 <sup>+</sup>	10957	11429	11901	12371	12843	13315	13787	14259
5	11011	495 <sup>+</sup>	11508	12003	12499	12995	13491	13986	14481	14978
6	11562	520 <sup>+</sup>	12082	12601	13121	13641	14161	14681	15200	15720
7	12140	546 <sup>+</sup>	12687	13233	13778	14325	14871	15518	15963	16509
8	12747	574 <sup>+</sup>	13320	13895	14469	15042	15616	16189	16763	17336
9	13384	602 <sup>+</sup>	13986	14588	15191	15793	16395	16997	17599	18202
10	14053	632 <sup>+</sup>	14686	15318	15949	16582	17213	17845	18478	19109
11	14757	664 <sup>+</sup>	15422	16086	16750	17414	18078	18742	19407	20070
12	15493	697 <sup>+</sup>	16190	16888	17584	18282	18979	19676	20374	21070
13	16270	732 <sup>+</sup>	17002	17733	18465	19197	19928	20660	21391	22123
14	17085	769 <sup>+</sup>	17853	18620	19388	20157	20925	21693	22461	23230
15	17937	807 <sup>+</sup>	18744	19551	20359	21166	21972	22780	23587	24394
16	18831	847 <sup>+</sup>	19678	20526	21373	22221	23067	23915	24762	25609
17	19776	890 <sup>+</sup>	20666	21555	22444	23335	24224	25113	26003	26892
18	20765	934 <sup>+</sup>	21700	22634	23568	24502	25436	26370	27304	28239
19	21802	981 <sup>+</sup>	22784	23765	24746	25727	26708	27689	28671	29652
20	22893	1030 <sup>+</sup>	23923	24953	25984	27014	28045	29075	30106	31136
21	24038	1082 <sup>+</sup>	25119	26201	27283	28365	29446	30529	31611	32693
22	25239	1136 <sup>+</sup>	26376	27511	28646	29836	30918	32054	33189	34326
23	26500	1193 <sup>+</sup>	27693	28886	30079	31272	32465	33658	34851	36044
24	27824	1252 <sup>+</sup>	29077	30329	31582	32835	34087	35340	36592	37845
25	29218	1315 <sup>+</sup>	30534	31847	33163	34476	35790	37105	38419	39733

Schedule B-1  
40 hours  
JOB TITLES AND RANGES  
ROADS & BRIDGES

RANGE S-1

RADIO DISPATCHER (TYPING)

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RANGE 1

LABORER

---

RANGE 2

STOCK CLERK

---

RANGE 3

MAINTENANCE REPAIRER-PAINTER  
MECHANICAL REPAIRER HELPER  
TRAFFIC MAINTENANCE WORKER

BRIDGE REPAIRER  
ROAD REPAIRER  
MECHANIC'S HELPER

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RANGE 4

SR. STOCK CLERK

TRUCK DRIVER

---

RANGE 5

MECHANICAL REPAIRER  
EQUIPMENT OPERATOR  
SR. BRIDGE REPAIRER

SR. MAINTENANCE REPAIRER-PAINTER  
SR. TRAFFIC MAINTENANCE WORKER  
MECHANIC

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RANGE 6

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RANGE 7

SR. MECHANICAL REPAIRER  
SR. MECHANIC

HEAVY EQUIPMENT OPERATOR

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RANGE 8

ROAD FOREMAN  
BRIDGE REPAIRER FOREMAN

TRAFFIC MAINTENANCE FOREMAN  
MAINTENANCE REPAIRER FOREMAN-PAINTER

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RANGE 9

GENERAL ROAD FOREMAN  
MECHANICAL REPAIRER FOREMAN

ROAD CONSTRUCTION FOREMAN  
MECHANIC FOREMAN

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40 HR. EMPLOYEES EFFECTIVE JANUARY 1, 1982 SCHEDULE B-2

SALARY SCALE 7% INCREASE OVER 1981 SALARY SCALE										ROADS & BRIDGES
RG.	BASE	INC.	1	2	3	4	5	6	7	8
S1										
1	11977	539 <sup>+</sup>	12516	13055	13594	14134	14673	15212	15751	16291
2	12182	548 <sup>+</sup>	12730	13278	13825	14373	14921	15469	16017	16565
3	12849	578 <sup>+</sup>	13426	14004	14582	15160	15738	16315	16893	17471
4	13061	588 <sup>+</sup>	13649	14236	14824	15411	15999	16586	17174	17761
5	13394	603 <sup>+</sup>	14415	15036	15656	16277	16897	17518	18139	18759
6	13936	627 <sup>+</sup>	14563	15190	15817	16444	17071	17698	18325	18952
7	14459	651 <sup>+</sup>	15109	15760	16411	17061	17712	18362	19013	19663
8	15580	701 <sup>+</sup>	16281	16982	17683	18384	19085	19785	20486	21187
9	16037	722 <sup>+</sup>	16758	17480	18201	18922	19643	20364	21085	21807

SCHEDULE B-3

40 HR. EMPLOYEES EFFECTIVE JANUARY 1, 1983

SALARY SCALE  
7% INCREASE OVER 1982 SALARY SCALE

ROADS & BRIDGES

RG.	BASE	INC.	1	2	3	4	5	6	7	8
S1										
1	12815	577 <sup>+</sup>	13392	13969	14546	15123	15700	16277	16854	17431
2	13035	587 <sup>+</sup>	13621	14207	14793	15379	15965	16552	17138	17725
3	13748	619 <sup>+</sup>	14366	14984	15603	16221	16840	17457	18076	18694
4	13975	629 <sup>+</sup>	14604	15233	15862	16490	17119	17747	18376	19004
5	14332	645 <sup>+</sup>	15424	16089	16752	17416	18080	18744	19409	20072
6	14912	671 <sup>+</sup>	15582	16253	16924	17595	18266	18937	19608	20279
7	15471	696 <sup>+</sup>	16167	16863	17560	18255	18952	19647	20344	21039
8	16671	750 <sup>+</sup>	17421	18171	18921	19671	20421	21170	21920	22670
9	17160	772 <sup>+</sup>	17931	18704	19475	20247	21018	21789	22561	23333

Schedule C-1  
40 Hours

JOB TITLES AND RANGES  
BUILDINGS & MAINTENANCE

RANGE 1

BUILDING SERVICE WORKER

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RANGE 2

BUILDING MAINTENANCE WORKER

---

RANGE 3

MAINTENANCE REPAIRER (PAINTER/CARPENTER)

---

RANGE 4

BUILDING MAINTENANCE FOREMAN

---

RANGE 5

SR. MAINTENANCE REPAIRER (PAINTER/CARPENTER)

---

RANGE 6

---

RANGE 7

MAINTENANCE REPAIRER FOREMAN (PAINTER/CARPENTER)  
MAINTENANCE REPAIRER (HEATING, ELECTRICAL HEATING, AIR CONDITIONING & REFRIGERATION)

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RANGE 8

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RANGE 9

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Range 10

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Range 11

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RANGE 12

HEATING & AIR CONDITIONING MECHANIC

40 HR. EMPLOYEES EFFECTIVE JANUARY 1, 1982 SCHEDULE C-2

SALARY SCALE

7% INCREASE OVER 1981 SALARY SCALE

RG.	BASE	INS.	1	2	3	4	5	6	7	8	BLDGS. & MAINT.	
1	11531	519 <sup>+</sup>	12050	12569	13088	13607	14126	14645	15164	15683		
2	12184	548 <sup>+</sup>	12732	13280	13828	14375	14923	15471	16019	16567		
3	12849	578 <sup>+</sup>	13426	14004	14582	15160	15738	16315	16893	17471		
4	13497	607 <sup>+</sup>	14105	14713	15320	15928	16536	17144	17751	18359		
5	14153	637 <sup>+</sup>	14790	15426	16063	16699	17336	17973	18609	19246		
6	14858	669 <sup>+</sup>	15527	16196	16864	17533	18202	18871	19539	20208		
7	15603	702 <sup>+</sup>	16305	17007	17709	18410	19112	19814	20516	21218		
8	16383	737 <sup>+</sup>	17120	17857	18594	19332	20069	20806	21543	22281		
9	17203	774 <sup>+</sup>	17978	18753	19528	20302	21077	21852	22626	23401		
10	18064	813 <sup>+</sup>	18877	19690	20503	21317	22130	22943	23756	24569		
11	18967	854 <sup>+</sup>	19821	20675	21528	22382	23236	24090	24944	25798		
12	19916	896 <sup>+</sup>	20813	21709	22606	23503	24399	25296	26193	27089		

40 HR. EMPLOYEES EFFECTIVE JANUARY 1, 1983 SCHEDULE C-3

SALARY SCALE  
7% INCREASE OVER 1982 SALARY SCALE

RG.	BASE	INC.	1	2	3	4	5	6	7	8	BLDGS. & MAINT.
1	12338	555 <sup>+</sup>	12894	13449	14004	14559	15115	15670	16225	16781	
2	13037	587 <sup>+</sup>	13623	14210	14796	15381	15968	16554	17140	17727	
3	13748	619 <sup>+</sup>	14366	14984	15603	16221	16840	17457	18076	18694	
4	14442	650 <sup>+</sup>	15092	15743	16392	17043	17694	18344	18994	19644	
5	15144	681 <sup>+</sup>	15825	16506	17187	17868	18550	19231	19912	20593	
6	15898	715 <sup>+</sup>	16614	17330	18044	18760	19476	20192	20907	21623	
7	16695	751 <sup>+</sup>	17446	18197	18949	19699	20450	21201	21952	22703	
8	17530	789 <sup>+</sup>	18313	19107	19896	20685	21474	22262	23051	23841	
9	18407	828 <sup>+</sup>	19236	20066	20895	21723	22552	23382	24210	25039	
10	19328	870 <sup>+</sup>	20198	21068	21938	22809	23679	24549	25419	26289	
11	20295	913 <sup>+</sup>	21208	22122	23035	23949	24863	25776	26690	27604	
12	21310	959 <sup>+</sup>	22270	23229	24188	25148	26107	27067	28027	28985	

Schedule D-1  
JOB TITLES AND RANGES  
COMMUNICATIONS OPERATORS

RANGE 1

COMMUNICATIONS OPERATOR

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RANGE 2

---

RANGE 3

SENIOR COMMUNICATIONS OPERATOR

---

RANGE 4

---

RANGE 5

SUPERVISING COMMUNICATIONS OPERATOR

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COMMUNICATIONS EMPLOYEES EFFECTIVE JANUARY 1, 1982 SCHEDULE D-2

SALARY SCALE  
7% INCREASE OVER 1981 SALARY SCALE

\* \$11,791.00 - Training rate for six (6) months from Date of Hire.

RG.	BASE	INC.	1	2	3	4	5	6	7	8
1	13396	603 <sup>+</sup>	13999	14601	15204	15806	16408	17011	17613	18216
2	14066	633 <sup>+</sup>	14700	15333	15967	16600	17233	17867	18500	19134
3	14769	665 <sup>+</sup>	15434	16098	16763	17427	18092	18756	19421	20085
4	15508	698 <sup>+</sup>	16205	16903	17600	18298	18996	19693	20391	21089
5	16283	733 <sup>+</sup>	17016	17749	18482	19215	19948	20681	21414	22147

Newly Hired Employees (Employees hired in 1982 shall move to Range 1 1981 Base (\$12,520.) at end of six (6) months.)

\* (\$1500. less than Range 1 Base)

COMMUNICATIONS EMPLOYEES EFFECTIVE JANUARY 1, 1983

SALARY SCALE  
7% INCREASE OVER 1982 SALARY SCALE

\* \$12,616.00 - Training rate for six (6) months from Date of Hire.

RG.	BASE	INC.	1	2	3	4	5	6	7	8
1	14334	645 <sup>+</sup>	14979	15623	16268	16912	17557	18202	18846	19491
2	15051	677 <sup>+</sup>	15729	16406	17085	17762	18439	19118	19795	20473
3	15803	711 <sup>+</sup>	16514	17225	17936	18647	19358	20069	20780	21491
4	16594	747 <sup>+</sup>	17339	18086	18832	19579	20326	21072	21818	22565
5	17423	784 <sup>+</sup>	18207	18991	19776	20560	21344	22129	22913	23697

Newly Hired  
Employees

(Employees hired in 1983 shall move to Range 1 1982 Base (\$13,396.) at end of six (6) months.

\* (\$1500. less than Range 1 Base)



Andrew Weiman, President  
Local 1035, C.W.A.  
39 Elwood Avenue  
Flemington, NJ 08822

Re: Issuance of Paychecks to  
Communications Operators

Dear Mr. Weiman:

Please accept this letter as a statement of agreement of the County of Hunterdon to provide payroll checks through normal payroll processing procedures, to Communications Operators who finish work on Thursday immediately preceding a Friday pay-day. Checks shall be provided no later than 3:00 p.m., Thursday afternoon so as to avoid such employees having to return to work Friday to pick up their paychecks when they are not required to report to work on said day.

FOR HUNTERDON COUNTY

John G. Millane

I acknowledge receipt of this letter and accept its terms on behalf of the Union.

Andrew J. Weiman  
Andrew Weiman

Dated: Oct 12, 1982

